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U. S. DEPARTMENT OF AGRICULTURE

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

January 1, 1944

SPECIAL SERVICES MEMORANDUM - 23Machinery Rationing - 124  
Supplement 1

SUBJECT: Forms to be used in notifying manufacturers concerning county distributions on allocations from the National reserve and of changes in distribution plans.

This memorandum reviews procedure and furnishes forms for acting on appeals as indicated in Section B II, Item 5, under Responsibilities of the War Food Administration as outlined in the attachment to Special Services Memorandum No. 19.

Attached are five forms to be used by State AAA Committees in notifying manufacturers of the distribution of reserves, or for authorizing changes in distribution permitted by Supplementary Order 1 of FPO-14. By using these forms, uniform records will be maintained. The State Committee should mimeograph these forms. A file copy of each transaction should be retained.

Report Form 1. This is to be used by State Committees in notifying manufacturers of the desired county distribution of machinery items released from the War Food Administration 20 percent national reserve. States should plan this distribution after being notified of their allotment. A copy of the form upon which States will be so notified is attached to Report Form 1.

Report Form 2. Paragraph 1202.305(2) (i) of Supplementary Order 1 governs appeals for changes in distribution when the machinery has not been shipped from the factory. The paragraph states:

"In the case of Schedule I equipment, a manufacturer or distributor may change the manufacturer's county distribution plan within a State with the approval of the State AAA Committee. In seeking such approval, such manufacturer or distributor shall inform the State AAA Committee of the quantity, make and type of the equipment involved and of the counties from which such equipment would be taken and the counties in which it would be placed."

Report Form 2 should be used for making such notifications.

Report Forms 3 and 4. Paragraph 1202.305(2) (ii) provides that:

"If the equipment has not been shipped from the factory, a manufacturer may appeal to the Director for permission to change his State distribution plan. In making this appeal, the manufacturer shall inform the Director of (a) the quantity, make and type of the equipment involved, (b) the States from which such equipment would be taken and the States in which it would be placed, and (c), in the case of Schedule I equipment, the counties in which such equipment would be placed. This appeal shall be accompanied by a written statement of concurrence from the State AAA Committee for the State from which such equipment would be taken."



If Schedule I equipment is involved, Report Form 3 should be used.

If Schedule II or III equipment is involved Report Form 4 should be used.

The completed forms should be forwarded to the manufacturers who will send them to the Director, Office of Materials and Facilities, War Food Administration, to show the concurrence of the State Committee.

Report Form 5. Paragraph 1202.305(2) (iii) governs appeals for changes in distribution when the equipment has been shipped from the factory to a manufacturer's branch house or distributor. The paragraph reads:

"If the equipment has been shipped from the factory to a manufacturer's branch house or to a distributor, the manufacturer or distributor may change the manufacturer's State distribution plan with the permission of the State AAA Committee for the State from which the equipment would be taken. In seeking such permission, the manufacturer or distributor shall inform the State AAA Committee of (1) the quantity, make and type of the equipment involved, (2), in the case of Schedule I equipment, the counties from which such equipment would be taken, and (3) the State, and in the case of Schedule I equipment, the counties in which such equipment would be placed. If the State AAA Committee permits the proposed change in the State distribution plan to be made, such Committee shall notify the Director accordingly, informing him of (1) the quantity, make and type of the equipment involved and (2) the State and, in the case of Schedule I equipment, counties in which such equipment will be placed. The State AAA Committee shall transmit a copy of this notification to the State AAA Committee for the State in which the equipment will be placed."

When a manufacturer or distributor appeals under the circumstances outlined above, if the State Committee approves, the Committee will complete duplicate copies of Report Form 5, sending (1) the original to: Director, Office of Materials and Facilities, War Food Administration, Washington, D. C., and (2) the copy to the State AAA Committee to which the machinery is released. The county columns in this form need be completed only if the machinery is Schedule I machinery.



WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY

Date \_\_\_\_\_

Pursuant to the "Distribution Order - Reserve L-257 Production"

sent to you on \_\_\_\_\_ by the War Food Administration for  
(Date)  
\_\_\_\_\_, Item No. (s) \_\_\_\_\_,  
(Type of Equipment)

you are hereby advised of the county distribution plan to be followed by  
you in making distribution of \_\_\_\_\_ in the State of \_\_\_\_\_  
(Units)

Chairman, \_\_\_\_\_ State AAA Committee

[illegible]



State AAA Committee

Subject: Distribution of Reserve -- L-257 Production - Schedule I Equipment

Pursuant to Section 1202.305 (d) of Supplementary Order 1 to Food Production Order 14, the following manufacturers have been directed to distribute in your State from reserve production the type and quantity of equipment indicated below. Each manufacturer has been notified that you will furnish him a county distribution plan for the following reserve allocation, also that if he receives no county distribution plan from you within \_\_\_\_\_ days of the date of this order, he is authorized to transfer such allocation within the State provided he notifies your office of the counties for which such equipment has been designated.

Type of Equipment \_\_\_\_\_ Item No. (s) \_\_\_\_\_

Manufacturer

Address

Units



## Date \_\_\_\_\_

## Deletions

## Additions

[illegible]

Chairman, State AAA Committee





WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY

(SCHEDULE II AND III EQUIPMENT)

Date \_\_\_\_\_

Pursuant to Paragraph 1202.305 (2) (ii) of Supplementary Order 1 to Food Production Order 14, you are hereby authorized to delete from your distribution plan for the State of \_\_\_\_\_ the following equipment:

Type of Equipment \_\_\_\_\_ No. of Units \_\_\_\_\_

Chairman, State AAA Committee



WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY

Date \_\_\_\_\_

Pursuant to Paragraph 1202.305 (2) (iii) of Supplementary Order 1 to Food Production Order 14, you are hereby authorized to delete \_\_\_\_\_ of  
(No. of Units)

\_\_\_\_\_ from your distribution plan for the State of \_\_\_\_\_  
(Type of Equipment)

These deletions should be made from your county distribution plan for the State of \_\_\_\_\_ as follows:

Name of county	:	No. of Units	::	Name of county	:	No. of Units
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	

The above equipment is released from the State of \_\_\_\_\_ for transfer to the State of \_\_\_\_\_ to be distributed according to the following county distribution plan.

Name of county	:	No. of Units	::	Name of county	:	No. of Units
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	
	:		::		:	

Chairman, \_\_\_\_\_ State AAA Committee



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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
deLendrecie Building  
Fargo, North Dakota  
January 10, 1944

MAR - 8 1944  
U.S. DEPARTMENT OF AGRICULTURE

SPECIAL SERVICES MEMORANDUM - 24

SUPPLIES - 2

SUBJECT: Frozen Food Locker Plants

We are forwarding to county offices with this memorandum one copy of the following:

1. Memorandum from the Washington office on "Frozen Food Locker Plants."
2. "Requirements To Be Considered By WFA In Recommending Locker Plants."
3. "Supplemental Information Form" (40-R-492.1).

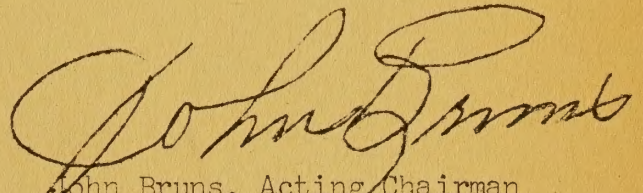
The responsibilities and duties of the applicant and the governmental agencies in connection with the filing and processing of frozen food locker plant applications are described in the above listed memorandum and attachments.

You will note that the responsibility for meeting requirements, submitting necessary application forms and information, and carrying on any necessary correspondence rests entirely with the applicant.

County AAA Committees are to:

1. Review applications,
2. Certify in the space provided on the Supplemental Information Form the number of persons who are producers of food of those listed as renting lockers or who have paid advance locker rentals, and
3. Return all forms to the applicant.

Attachment

  
John Bruns, Acting Chairman  
State Committee







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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

LIBRARY  
CURRENT SERIAL RECORDS  
MAR - 4 1944

January 11, 1944

SPECIAL SERVICES MEMORANDUM-25

Machinery Rationing-127

Subject: Refrigeration systems for farm milk coolers

The distribution of complete cooler units is controlled by FPO-14, Supplement 1 (Schedule II) and purchased subject to a purchase certificate issued by the County Farm Rationing Committee.

In the past, if a farmer had his own insulated box or tank and needed only the mechanical refrigeration system, he had to apply to the War Production Board for a rating before he could purchase the refrigeration system under the terms of L-38; however, L-38, as amended December 6, 1943, changes this procedure.

Under the amended order refrigeration systems for emersion and tubular milk coolers for farm use may be purchased by a farmer subject to a purchase certificate issued by a County Farm Rationing Committee.

A copy of FPO-14, Supplement 7, is attached.

This does not alter the previous procedure for purchasing refrigeration systems for use by Federal agencies or non-agricultural users. These users must still apply to the War Production Board as specified in L-38.

Attachment







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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

January 11, 1944

SPECIAL SERVICES MEMORANDUM-26

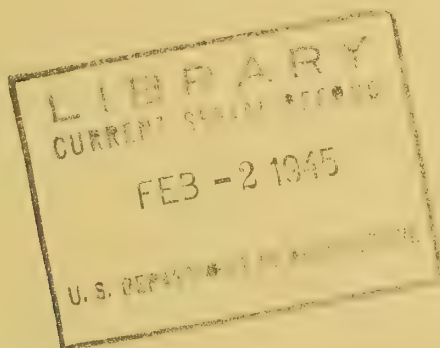
Machinery Rationing-128

Subject: Emergency needs for engines for  
irrigation or other farm uses.

In emergency cases where engines, especially larger sizes, cannot be obtained on short notice, the applicant may contact Mr. P. J. Kieffer, Automotive Division, WPB, Room 4219, Railroad Retirement Building, Washington, D.C., either by telephone, telegraph or letter, depending upon the urgency of the case. (Telephone Republic 7500, Extension 72872). The Automotive Division keeps a continuing inventory, similar to the attached, of used engines and surplus new engines which are available throughout the country.

We suggest that this information be made available to county offices so that it can be furnished to farmers.

Attachment





AT 11:00 AM, 10/17/1917, ST. LOUIS, MISSOURI  
TO THE DIRECTOR, BUREAU OF INVESTIGATION  
FROM THE SAC, ST. LOUIS  
RE: [illegible]

Dear Sir:

Enclosed for the Bureau are two copies of a letterhead memorandum  
dated and captioned as above, and a copy of a letterhead memorandum  
dated and captioned as above, and a copy of a letterhead memorandum  
dated and captioned as above.

The above information was obtained from a confidential source  
who has provided reliable information in the past. The source  
has advised that the information is true and correct. The source  
has also advised that the information is of a confidential nature  
and should be handled accordingly. The source has also advised  
that the information is of a confidential nature and should be  
handled accordingly. The source has also advised that the  
information is of a confidential nature and should be handled  
accordingly.

Very respectfully,  
[illegible]

[illegible]



WAR PRODUCTION BOARD  
Washington 25, D. C.

December 27, 1943

Subject to prior sales the following listings of New, Used and Reconditioned Air Cooled and Liquid Cooled Internal Combustion Engines are offered for immediate delivery for replacement without priority rating.

For location and complete specifications telephone Mr. P. J. Kieffer, Republic 7500 EX. 72872, Room 4219 Railroad Retirement Building, Washington, D. C.

Item Number	Make	Model	Horsepower	Units Available
1	Fairbanks-Morse	Z	1-1/2	2
2	Alamo		1-1/2	1
3	Lawson		1-1/2	1
4	International Harvester	L	1-1/2	1
5	Briggs-Stratton	I	1-1/2	24
6	Hercules	BZ	1-1/2	1
7	Witte		2	2
8	Novo		2	2
9	Fairbanks-Morse		2	3
10	Reeves		2	1
11	Wisconsin		2	1
12	Novo		2-1/2	3
13	Fairbanks-Morse	Z	3	3
14	Stovers	GI-3	3	1
15	LeRoi		4	1
16	Novo		4	4
17	International Harvester		4	
18	Fairbanks-Morse	Z	5	1
19	Witte		5	1
20	Fairbanks-Morse	Z	5	2
21	Witte		5	1
22	Bessemer		5	1
23	McCormack-D	Kerosene	6	1
24	Fairbanks-Morse	Z	6	7
25	Novo		6	4
26	Ideal		6	2
27	International Harvester		6	3
28	Stover		6	1
29	Fairbanks-Morse	2	7	1



30	LeRoi		7	1
31	Atlas-		8	1
	Krueger			
32	Novo		8	1
33	Wisconsin		8	1
34	Fairbanks-	Diesel 36A	20	2
	Morse			
35	Fairbanks-	Z	20	1
	Morse			
36	Fairbanks-	Z	10	4
	Morse			
37	Stover	Diesel	10	4
38	Fairbanks-	Diesel	15	4
	Morse			
39	LeRoi		12	3
40	McCor-Deering	Kerosene	10	1
41	Superior		10	3
42	Hercules	ZXB	18	1
43	Novo		10	1
44	LeRoi		20	2
45	Fairbanks-	Z	20	2
	Morse			
46	Witte		16	1
47	Fairbanks-			
	Morse	Z	15	1
48	Waukesha	ICK	10	1
49	Hercules	QX	35	1
50	Fairbanks-	Y	25	9
	Morse			
51	St. Mary's	Diesel	25	1
52	Stover	Diesel	25	1
53	Foos		25	1
54	Superior		25	3
55	International		25	3
	Harvester			
56	International	U2	25	4
	Harvester			
57	Hercules		27	5
58	Bessemer		25	
59	Buda		30	4
60	Superior		35	1
61	Lawson-Beaver		35	1
62	Tico	35	35	1
63	Superior		40	2
64	Waukesha	XAH	25	2
65	Superior		40	3
66	Waukesha		40	1
67	Atlas		45	1
68	Bolinder	Diesel	40	1
69	Cummins	Diesel-		3
		AA400		



70	John Deere		44	1
71	Fairbanks-	Diesel	40	3
	Morse			
72	Caterpillar	Diesel	40	1
73	International		46	2
	Harvester			
74	Superior	Diesel	40	2
75	LeRoi		45	3
76	Bessemer		40	2
77	Weber		40	1
78	Waukesha		40	3
79	Continental		45	1
80	Buda		45	1
81	Winton		60	1
82	Hercules		60	1
83	Buda		68	1
84	Bessemer		50	1
85	Hill Diesel		50	1
86	Cummins	HI 600	50	1
87	Hercules	Diesel DJXC	58	2
88	Fairbanks-	Type Y	50	2
	Morse			
89	LeRoi		50	2
90	International	U 21	50	5
	Harvester			
91	Waukesha		50	3
92	Continental		50	2
93	Hercules		75	1
94	Waukesha		75	3
95	Buda		75	2
96	Wisconsin		65	1
97	Bessemer		60	3
98	Cummins	HT600	60	2
99	Fairbanks-			
	Morse	Diesel	60	4
100	Caterpillar		60	1
101	Caterpillar	9500G	80	1
102	Wisconsin		80	1
103	Buda		81	1
104	Fairbanks-		80	1
	Morse			
105	Continental		70	2
106	Bessemer		80	2
107	Waukesha	5-3/8-6-1/4	75	1
108	LeRoi		85	2
109	Superior		75	1



110	Fairbanks-		80	1
	Morse			
111	Atlas	Diesel	80	1
	Imperial			
112	Waukesha		90	1
113	LeRoi		90	1
114	Climax		96	1
115	Hercules		92	1
116	Caterpillar	D11000	100	3
117	Fairbanks-		90	1
	Morse			
118	International	PA100	100	4
	Harvester			
119	Minn. Moline		100	1
120	Buda		100	2
121	Superior		100	4
122	Fairbanks-		100	5
	Morse			
123	Bruce Macbeth		110	1
124	Waukesha	Model WAK	125	4
125	Fairbanks-		120	5
	Morse			
126	Superior		120	1
127	Climax		125	10
128	Buda		120	2
129	Hercules	XHAB	120	2
130	Fairbanks-	Diesel	150	9
	Morse			
131	Buckeye	Diesel	150	2
132	Foos		165	1
133	Fairbanks-	Diesel	180	1
	Morse			
134	Bessemer		180	1
135	Bruce Macbeth		180	1
136	Wau Hessehman		190	1
137	Wau Hessehman		250	1
138	Rathbun Jones		400	1
139	Viking		425	1
140	Liberty		450	1
141	Superior		250	1
142	Busch Sulzer	Diesel	365	1
143	Fairbanks-		300	1
	Morse			

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

January 17, 1944

SPECIAL SERVICES MEMORANDUM - 27

Production-63

Subject: Final Payment-1943 Processing Vegetable Program

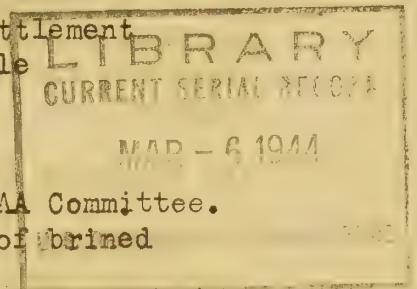
The Commodity Credit Corporation has informed us that the forms and instructions for use by certified processors in making their applications for final settlement are being distributed to processors.

The method for handling the application for final settlement will differ somewhat from the method for handling the preliminary settlement. C. C. C. Vegetable Form 3 was used in making application for preliminary settlement on each vegetable; the following forms will be used by the processor in applying for final settlement:

1943 CCC Vegetable Form 4 - Application for Final Settlement  
Canning Schedules A & A-1 for each vegetable  
Freezing Schedule B for each vegetable  
Brining Schedule C for each vegetable

1943 CCC Vegetable Form 5 - Certification by State AAA Committee.

1943 CCC Vegetable Form 6 - Certification by canner of brined vegetables.



I. Procedure to be followed by processor in applying for final settlement:

1. A processor will fill out the original and two copies of 1943 CCC Vegetable Form 5 for each of the four major vegetables, tomatoes, snap beans, sweet corn and green peas for each State in which a processing plant is located. The original and two copies of this form is to be sent to the State AAA Committee in each state where the processor has a plant or plants processing that vegetable.
2. For each of the four major vegetables a processor will fill out a single application for settlement, CCC Vegetable Form 4, to cover the operations of all the applicants plants in all states processing that vegetable. This application is not sent to the State AAA Committee.
3. The processor will send the following to the Fruit and Vegetable Branch, Food Distribution Administration, Washington, D. C.:
  - (a) The original and one copy of 1943 CCC Vegetable Form 5 signed by the State AAA Committee for each state in which he has a plant.
  - (b) The original and the two copies of the application for final settlement CCC Vegetable Form 4, together with all relevant supporting schedules properly filled out;



Canning Schedules A & A-1 for each vegetable  
Freezing Schedule B for each vegetable  
Brining Schedule C for each vegetable

- (c) A briner selling brined vegetables for canning, in addition to CCC Vegetable Forms 4 and 5, must also fill out and submit CCC Vegetable Form 6 signed by the processor purchasing and canning the brined vegetable.

## II. Responsibilities of the State AAA Committee:

Review form 1943 CCC Vegetable Form 5 submitted by each processor and if the processor has met all the requirements for certification, as set forth in War Board Memorandum 216, Production 29, the State AAA Committee will:

- (a) Sign the original and each of the two copies submitted, and
- (b) Return the original and two copies directly to the processor.

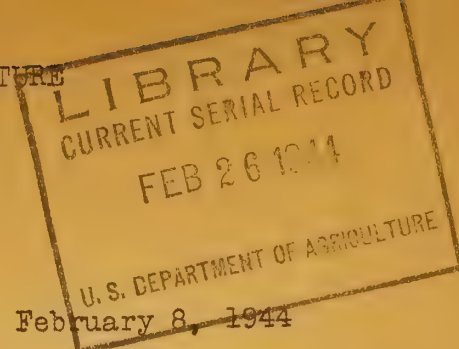
## III. Miscellaneous Information:

- A. Mr. J. B. Hutson, President, Commodity Credit Corporation, has notified processors of a change in the final date for filing application for settlement. His letter to processors is quoted as follows:

"To Vegetable Processors:

The period for submitting a final Application for Settlement under the 'Offer of Commodity Credit Corporation to Purchase and Resell Designated Vegetables Which are Processed in 1943' is extended through March 31, 1944, and the date for submitting an amendment to such final Application for Settlement is extended through June 30, 1944. These extensions are made in order to allow processors more time in which to determine the volume of their sales to Government agencies and thus to reduce to a minimum the number of amendments to the final Application for Settlement."

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.



SPECIAL SERVICES MEMORANDUM-27

Production-63  
Amendment-1

SUBJECT: Final Payment--1943 Processing  
Vegetable Program

Item (b), section II, of this memorandum is amended as follows:

"(b) Please return the original and one copy direct  
to the processor."

This change should be called to the attention of all persons  
who handle 1943 CCC Vegetable Form 5 in the State office.





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Ad 4 Sp.  
app. 6

UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

January 12, 1944

SPECIAL SERVICES MEMORANDUM-28

L I E  
CURRENT SERVICE RECORD

Transportation-37

Subject: Shortages of petroleum products

U. S. DEPARTMENT OF AGRICULTURE

This memorandum supersedes previous instructions outlined in Memoranda 21X, 27X and 27XX which were sent only to the East Coast States in Petroleum Administration for War, District 1.

With the petroleum supply problems that exist today in certain areas of the country, it is highly possible that particular farming communities may experience shortages of petroleum products to the extent that farming operations may be hampered. Anticipating that such a situation may arise in your State during 1944, we are submitting the following information which will help you in overcoming serious situations of gasoline shortage:

I. Farmers are entitled to preference for gasoline and other fuels for non-highway use.

Farmers are entitled to and dealers (whether retail or wholesale) must accord them preference for the non-highway farm uses described in Amendment 3 to Petroleum Order No. 1 as amended May 13 for the States in Petroleum Administration for War, District 1, and Petroleum Distribution Order 14 issued July 14 for the rest of the country. This means that the dealers cannot deliver any gasoline for any non-agricultural or non-military use until these preferred demands have been completely satisfied.

The dealer in turn has the same right to demand from his supplier, preferred replacement of the petroleum products which he has delivered to the farmers. This right of preferred replacement carries right back through the distribution chain of petroleum suppliers to the primary supplier who brings petroleum products into the area.

II. State Committee procedure where there is a general shortage in area.

- A. Determine the specific product or products which are short, whether gasoline, tractor fuel, kerosene or any other petroleum product used in farming operations. Then confine further investigation and the report to that particular product or products. State Committees should be sure of their facts before acting.
- B. Have the County Committee determine the cause and extent of the shortage and the specific area affected as follows:
  1. Determine whether it is a general shortage whereby all inventories of all the distributors serving that particular area are either completely out of product or will be out within a few days.



- a. If only one or two companies out of several are affected by this shortage and the other companies not affected have product available, then attempt to arrange for the companies having product to spread it among all users.
- b. If all or nearly all companies are completely out of product (that is, if there is not enough product available for current demand), first determine what product is enroute to these suppliers and check with the nearest District Offices of the supplying companies to determine when product is being, or can be, made available. If no relief is in sight, then furnish the Marketing Director of the Petroleum Administration for War in your district immediately with the following information by wire, telephone, or letter:

- (1) Companies and local outlets serving farmers in the area
- (2) Present stocks on hand, if any
- (3) Estimated farm needs of the area in barrels per day (42 gallons - 1 barrel)
- (4) The method of transportation by which supplies are received, i.e., pipe line, barge, tank car or tank truck.

Such communications should be directed to:

Director of Marketing for the District, Petroleum Administration for War (Addresses and phone numbers appear at the end of this memorandum).

Write, wire or phone, depending on the seriousness of the emergency.

A copy of written communications and a report on action taken should be submitted to the Regional Director, AAA.

III. Insufficient quotas (applicable only in Petroleum Administration for War, District 1 - See Attachment)

- A. If the companies serving that area are not out of product but state they cannot make further deliveries because their quotas, under Petroleum Administrative Order #1, are exhausted, the State Committee should proceed as follows:
  1. If only one or two out of several companies have exhausted their quotas, the companies who still have product should be requested to spread it among the users in that area as outlined in II-B-1-a above.
  2. If all or nearly all companies in the area have exhausted their quotas, they should write letters requesting quota increases, giving the reasons. Such letters should include the State Committee endorsement and should be addressed to:

Mr. John Harper  
Director of Marketing for District 1  
Petroleum Administration for War

The above outlined instructions have been discussed with both the Petroleum Administration for War and the Office of Price Administration and they have assured us of their cooperation in keeping farm communities supplied with the petroleum products necessary to maintain farming operations. You should be extremely careful to ascertain that an actual emergency does exist and that all other avenues of relief have been explored before calling the district office of the Petroleum Administration for War.

Shortages should be reported to this office only when the above procedure has failed. The distribution of petroleum products for your State is under the direction of the regional office of the Petroleum Administration for War. Farmers are assured of preferential treatment in securing petroleum fuels under Petroleum Administration for War orders for food production uses. The above procedure provides for direct action in your own area.



PAW MARKETING DIRECTORS

District #1 -- New York, N. Y.

Mr. John Harper  
Director of Marketing for District 1  
Petroleum Administration for War  
1104 Chanin Building  
122 E. 42nd Street  
New York 17, N. Y.

New England, Del., Fla., Ga.,  
Md., N.J., N.Y., N.C., Pa.,  
S.C., Va., W.Va.

Lexington 2-4100

District #2 -- Chicago, Illinois

Ernest L. Hughes  
Director of Marketing for District 2  
Petroleum Administration for War  
1200 Blum Building  
624 South Michigan Avenue  
Chicago 5, Illinois

Ill., Ind., Iowa, Kans.,  
Ky., Mich., Minn., Mo.,  
Nebr., N.Dak., Ohio, Okla.,  
S.Dak., Tenn., Wisc.

Wabash 9040

District #3 -- Houston, Texas

Edmund J. Dorgan, Jr.  
Director of Marketing for District 3  
Petroleum Administration for War  
247 Mellie Esperson Building (or)  
P. O. Box 2584  
Houston 1, Texas

Ala., Ark., La., Miss.,  
N. Mex., Texas

Charter 4-4731

District #4 -- Denver, Colorado

Louis G. Wilke  
Director of Marketing for District 4  
Petroleum Administration for War  
320 First National Bank Building  
Denver 2, Colorado

Colo., Idaho, Mont., Utah,  
Wyo.

Cherry 7476

District #5 -- Los Angeles, California

Mr. Charles B. Garretson  
Director of Marketing for District 5  
Petroleum Administration for War  
855 Subway Terminal Building  
417 South Hill Street  
Los Angeles 13, California

Ariz., Calif., Nev., Oreg.,  
Washington

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D.C.

January 15, 1944

SPECIAL SERVICES MEMORANDUM - 29

Crawler tractors - 1  
(Amendment - 1)

SUBJECT: New Procedure for Crawler-Type Tractors

This memorandum outlines the procedure for handling applications for crawler-type tractors for agricultural use. The procedure contained in Special Services Memorandum - 11 remains in effect except for the specific amendments thereto made in this memorandum.

The successive steps in the procedure and the time for each step are shown in a table on the back side of this page. The dates indicated refer to mailing dates.

The important dates for the second quarter 1944 are:

- February 5 - Reports to be submitted by State Committees.
- February 20 - Quotas to be issued by War Food Administration.

State Committees shall submit applications on the following dates and in the following percentages of quota.

- (a) States with a quota of four tractors and over:

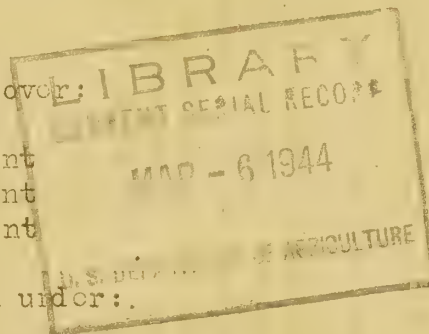
March 1 - 50 Percent  
April 1 - 30 Percent  
May 1 - 20 Percent

- (b) States with a quota of three tractors and under:

Applications shall be submitted as soon as practicable but not later than May 1.

In addition to the above changes the following changes are made in the procedure:

- (a) County Committees shall not obtain from applicants for Model HG their second and third preferences as to makes and models.
- (b) State Committees shall include in their quarterly report on the Crawler-type tractor situation, a statement on whether attempts have been made to satisfy requirements for crawler tractors by maintaining a close contact with the used Construction Machinery Specialist and, if so, with what result.





WAR FOOD ADMINISTRATION  
Washington, D.C.

DISTRIBUTION PROCEDURE FOR CRAWLER-TYPE TRACTORS IN SUCCESSIVE STEPS EFFECTIVE SECOND QUARTER, 1944

Period	(1) a. Applicants filing WPB-1319's at County Committees. b. County Committees screening applications and transmitting those recommended to State Committee. c. State Committee screening applications and preparing those to be applied on quota.	(2) State Committee transmitting report on track-laying tractors to Regional Director.	(3) Office of Materials and Facilities, War Food Administration, Washington, D.C. transmitting quotas to State Committee.	(4) State Committee transmitting recommended applications to Construction, Machinery Division, WPB, Washington, D.C. Percentages applies to States with a quota of four tractors and over.	(5) Construction machinery Division processing applications and transmitting releases to applicants. b. Applicants transmitting releases through dealers to manufacturers.	(6) Manufacturers' building schedule of tractors re-leased.
Quarter	Month	Date	Date	Date	Percent of Quota	Month
Second	January February March	February 5	February 20	March 1 April 1 May 1	50 30 20	March April May
Third	April May June	May 5	May 20	June 1 July 1 August 1	50 30 20	June July August
Fourth	July August September	August 5	August 20	September 1 October 1 November 1	50 30 20	September October November
First	October November December	November 5	November 20	December 1 January 1 February 1	20 30 20	December January February

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

January 18, 1944

SPECIAL SERVICES MEMORANDUM - 30

Feed-1  
(Amendment 3)

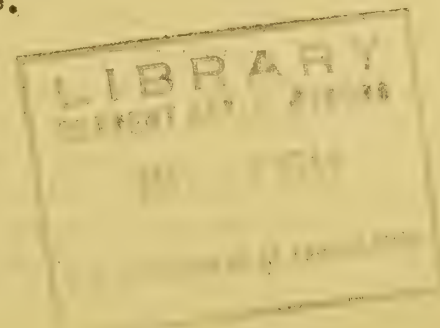
SUBJECT: Preparation of FPA Form 1

The question has been raised as to whether or not set-aside meals should be moved through brokers, dealers, jobbers, or other handlers of protein meals. FPA Form 1 was designed for the quick movement of protein meals direct from processing plants to the designated buyers. There is, however, no objection if the processor and purchaser so agree to handling the sale transaction through a third party. If such transactions are handled through a broker, no mark-up is to be made on the price of the protein meal. The purchaser, however, should understand that transactions handled through any other type of handler will be subject to the mark-up charged by such handler within the ceiling established for such service. Handling proteins through a third party may be necessary on interstate shipments where the processor is not licensed to operate in the State in which the purchaser is receiving shipment; where it is necessary to affix State tax tags, or other like circumstances.

Notwithstanding any previous instructions, State Agricultural Conservation Committees will observe the following instructions in executing FPA Form 1, "Certificate of Designated Buyer" in connection with any February set-aside, including any which may be made available for January shipment to be credited against February allocations.

In preparing FPA Form 1, State committees will enter the name and address of the buyer, the name and address of the processor from whose plant the protein will be shipped, and the type and kind of meal. The original and processor's copy (memorandum copy) will be forwarded by the State office direct to the processor. The buyer's copy will be forwarded to him, and the remaining copy filed in the State office. In transmitting the buyer's copy the State office will instruct the buyer to communicate with the processor named in the certificate and arrange the details of the sale.

The participation of any intermediate handler in the transaction is subject only to an agreement reached between the designated buyer and the processor named in the Certificate.







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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

January 19, 1944

SPECIAL SERVICES MEMORANDUM - 31

Machinery Rationing-129

SUBJECT: Distribution of 20% reserve power  
sprayers--Orchard and row crops  
Item numbers

The requirements submitted by the various States for releases of power sprayers from the 20% reserve were compared with suggested patterns submitted by manufacturers. This, together with such other information as could be obtained by the War Food Administration, indicated that it was not practicable to arrive at definite State quotas for either orchard or row crop power sprayers. Each manufacturer makes several types of sprayers, and a large part of the production is custom-made to meet specific requirements for various areas. Further, a check with several State committees indicates that some of the State requests for additional sprayers did not take into account the fact that rationing and distribution controls do not apply to sprayers having capacities of less than six gallons per minute. This, of course, resulted in inflated requests from those States. After making a thorough study of the situation, it was decided that the War Food Administration could not shift any appreciable number from the pattern suggested by the manufacturers. The following action was, therefore, taken:

A. Manufacturers shall:

1. Distribute the 20% reserve of orchard and row crop sprayers without direction from the WFA.
2. Notify WFA of the distribution to States. This notification will be made to the WFA prior to the date of shipment.
3. Notify State committees of county distribution within the States prior to the date machinery is shipped.

B. State committees shall:

1. Increase county quotas upon the receipt of manufacturer's notice that orchard or row crop sprayers are being shipped into the counties.
2. It is suggested that State committees advise manufacturers immediately of any special needs by counties for both orchard and row crop sprayers.

It should be clearly understood that the action outlined above does not remove orchard and row crop power sprayers from Schedule I, and that purchase certificates are still required.





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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.

January 24, 1944

SPECIAL SERVICES MEMORANDUM-32

Feed-2

SUBJECT: Declaration of Persons Other Than Feeders  
under FPO-9, Revision 3

Some State Committees report that processors have asked them if it is necessary for processors to secure an Inventory Compliance Certificate in addition to the "Certificate of Designated Buyer" on oilseed meals distributed under the set-aside provisions of FPO-9, Revision 3.

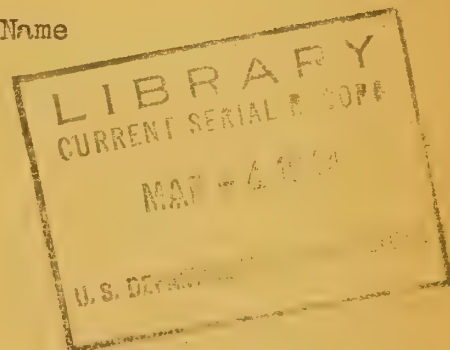
The answer is "no" if the Designated Buyer is a feeder. The answer is "yes" if the Designated Buyer is anyone other than a feeder.

To speed up shipment, we suggest that you notify the Designated Buyer of this requirement at the same time that you notify him that he has been allocated some tonnage. Suggest that he wire Processor immediately as follows:

"The undersigned declares to his vendor and to the War Food Administration that he is familiar with the provisions of FPO-9, Revision 3, and that this purchase, acquisition, or acceptance of protein meal from such vendor is in compliance with the provisions of such order."

Signed - Purchaser's Name  
Address

Copy to all processors.

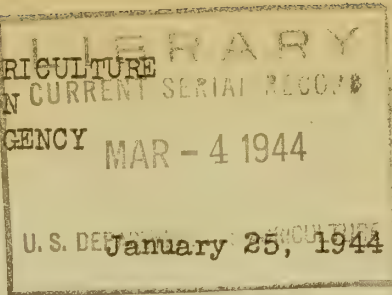






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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.



SPECIAL SERVICES MEMORANDUM-33

Machinery Rationing-130

SUBJECT: Supplementary Harvesting Machinery Program

Since September 1943, the War Food Administration has recognized the probable shortage of certain agricultural harvesting equipment for 1944 use and has attempted to obtain an increased production of this equipment above the increased level provided in L-257. A suggested supplementary program was first submitted to the War Production Board on September 9, 1943. Because of competition with military requirements for component parts, such as malleable castings, bearings, engines and engine parts, the program was given very careful consideration by the War Production Board before approval was granted.

Final authorization for the production of this equipment has been approved and materials have been allotted by the War Production Board to manufacturers who indicated their ability to produce the items in time for seasonal use. Relatively little difficulty is expected in securing the production of items not requiring engines. However, serious difficulty may be experienced in obtaining engine-driven combines and pick-up balers if the military engine needs continue at the present level. It may even be necessary to produce a higher proportion of power take-off machines than indicated.

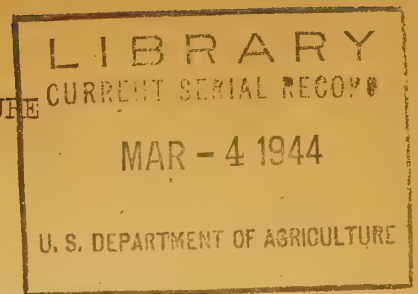
The distribution of the equipment obtained by this program will be made in accordance with paragraph 1202.304 (c) of FPO-14 and Supplementary Order 1, with every effort being made to place the equipment where it is most needed. Manufacturers will distribute 80 percent of production subject to a 10 percent adjustment in county distribution of Schedule 1 equipment by State AAA Committees. The War Food Administration reserves the authority to direct distribution of the remaining 20 percent of production.

The types of machines and numbers authorized to be produced are given in the table on the reverse side of this page.



Item	Machine	Number Authorized	To be completed
126	Combines, 6', auxiliary engine	1250	3rd quarter, 1944
126a	Combines, 6', power take-off	3750	" " "
127	Combines, 6' - 10'	700	" " "
128	Combines, over 10'	1103	2nd " "
128a	Windrowers	500	" " "
130	Grain binders, power take-off	1900	" " "
132	Corn binders, ground drive	1500	3rd " "
132a	Corn binders, power take-off	1500	" " "
134	Corn pickers, 2-row mounted	1500	" " "
135	Corn pickers, 1-row pulled	5350	" " "
136	Corn pickers, 2-row "	2641	" " "
137	Ensilage harvester, row type	275	2nd " "
138	Potato diggers, walking plow type	500	3rd " "
139a	" " , 1-row, power take-off	840	" " "
139b	" " , 2-row, " " "	840	" " "
139c	" pickers	390	" " "
140	Bean cutters and pullers	250	2nd " "
149	Rakes, side delivery	10,000	" " "
152a	Combination stacker loader	1982	" " "
153	Pick-up hay baler, PTO	800	" " "
153a	" " , engine driven	2200	" " "
172a	Stationary hay baler, belt power	500	3rd " "
177	Potato sorter and grader	1000	" " "
190	Grain blowers	1200	2nd " "
190a	Forage blowers	300	" " "

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UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.



January 25, 1944

SPECIAL SERVICES MEMORANDUM-34

Machinery Rationing-131

SUBJECT: Certain Items of Equipment Removed  
from Schedule III

Attached is Amendment I to Supplementary Order 1 of FPO-14.

This amendment eliminates certain types of equipment formerly listed in Schedule III of Supplementary Order 1. With the exception of stationary threshers, most of the equipment which is eliminated is so closely allied with the distribution of tractors that direction of tractors in effect directs the allied equipment. Consequently, it is not necessary to direct the 20 percent reserve into States or areas.

State requests for stationary threshers from the 20 percent reserve were compared with the suggested patterns submitted by the manufacturers and were found to be so nearly alike that it was deemed inadvisable to continue distribution control over that item.

The effect of the removal of these items from Schedule III is to place in the hands of the manufacturers complete distribution control over the items which are eliminated. States, therefore, will not be notified of distribution patterns. This amendment will not affect the operation of the rationing program in the counties, inasmuch as these items of equipment were not subject to Certificates of Purchase for transfer in the original order. The following items are removed from Schedule III by the amendment:

Moldboard Plows (Tractor Drawn or Mounted)

- 47 One bottom, tractor drawn.
- 47a One bottom, two way (one furrow), tractor drawn.
- 48 Two bottom, tractor drawn.
- 48a Two bottom, two way (two furrow), tractor drawn.
- 49 Three bottom, tractor drawn.
- 50 Four bottom, tractor drawn.
- 51 Five bottom, and larger, tractor drawn.
- 52 One bottom, tractor mounted.
- 52a One bottom, two way (one furrow), tractor mounted.
- 53 Two bottom, tractor mounted.



Disc Plows (Tractor Mounted)

- 55 One disc.
- 56 Two disc.
- 57 Three disc.
- 58 One disc--direct connected (one wheel type).
- 59 Two disc--direct connected (one wheel type).
- 59a Three disc--direct connected (one wheel type).
- 59b Three disc, tool bar type.
- 60 Four disc.
- 61 Five disc.
- 62 Six disc and larger.

One Way Disc Plows or Tillers

- 63 Under five feet.
- 63a Five feet and under eight feet.
- 63b Eight feet and over.

Cultivators (Horse and Tractor Drawn)

- 93b Two row, riding, horse drawn, shovel or disc type.
- 94a Two row, horse drawn, listed corn type.
- 94b Two row, tractor drawn, listed corn type.
- 94c Three row, tractor drawn, listed corn type.
- 94d Four row, tractor drawn, listed corn type.
- 94e Five row, tractor drawn, listed corn type.
- 95a Beet and bean cultivators, four row, horse or tractor drawn.
- 95b Two row wing and disc hoes and hillers, potato, horse or tractor drawn.
- 96 Field cultivators, spring tooth type, seven foot and under.
- 96a Field cultivators, spring tooth type, over seven foot.
- 96b Field cultivators, stiff tooth type, seven feet and under.
- 96c Field cultivators, stiff tooth type, over seven feet.
- 96d Chissels and orchard cultivators, tractor drawn.

Cultivators (Tractor Mounted)

- 95c Two row wing and disc hoes and hillers, potato.
- 98 One row.
- 99 Two row, shovel type.
- 99a Two row, listed corn type.
- 99b Two row, potato cultivator.
- 99c Two row, disc type.
- 100 Three and four row, shovel type.
- 101 Narrow row, four and six row (beet, bean, and vegetable cultivators).
- 101a Combination cultivators and planters, two row, corn and cotton.
- 101d Field cultivator, mounted and tool bar type.
- 101e Chisel and Orchard cultivators, mounted and tool bar type.

Stationary Threshers (Grain, Rice and Alfalfa)

- 158 Threshers, width of cylinder under 28 inches.
- 159 Threshers, width of cylinder 28 inches and over.

Stationary Pea and Bean Threshers

- 160 Stationary pea and bean threshers.





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UNITED STATES DEPARTMENT OF AGRICULTURE  
Agricultural Adjustment Agency  
Washington D. C.

January 31, 1944

SPECIAL SERVICES MEMORANDUM - 35

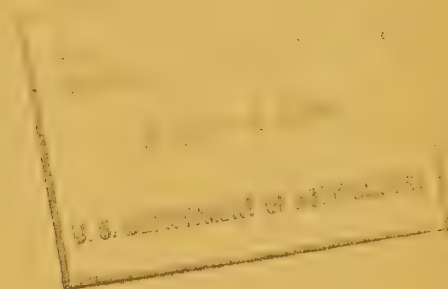
Feed 3

SUBJECT: Method of Handling Records of Protein Meals  
Released to Processors

Certain States have been instructed to release to processors that portion of the set-aside meal which they do not wish to ship under orders from their office. The meal thus released is to be sold by processors through regular channels of distribution in the State.

Processors are now inquiring of State Offices of the method to be used in accounting to your office for the protein meals that have been released to them, and sold through regular trade channels.

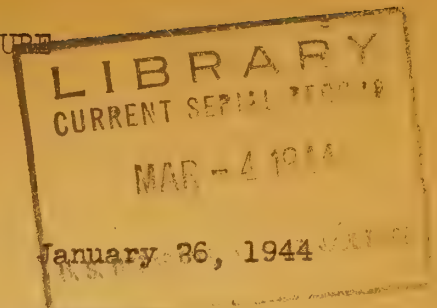
The Certificate of Designated Buyer is to be issued by the State committee to the processor, naming him as both consignee and processor, and showing the tonnage which has been released to the processor. These Certificates are then to be accounted for in the usual way, both by the State Agricultural Conservation Committee and the processor.







UNITED STATES DEPARTMENT OF AGRICULTURE  
WAR FOOD ADMINISTRATION  
AGRICULTURAL ADJUSTMENT AGENCY  
Washington 25, D. C.



SPECIAL SERVICES MEMORANDUM -36

Supplies-45

SUBJECT: Egg Cases for Use Between February 1 to June 30, 1944

Firms handling shell eggs and requiring a supply of egg cases between February 1 and June 30 should file Form WPB-2408, in triplicate, with the Containers Division, War Production Board, Tempo So. Building, Washington D. C., immediately if they have not done so. Separate sets of Form WPB-2408 (one set for wood, one set for fiber) should be filed if application is made for both wood and fiber cases. These forms are available at the various field offices of the War Production Board. Also, a supply of the forms will be forwarded to State offices upon request submitted to the Divisional office.

Egg cases are given a priority of AA-4 under Order P-140. Because of the critical shortage of packaging materials, the War Production Board has granted a rating of AA-2X for the manufacture of egg cases in order that shell egg handlers may be assured of an adequate supply of egg cases during the above-stated period.

Shell egg handlers must apply on Form WPB-2408 in order to obtain the AA-2X rating. The War Production Board will approve applications containing reasonable requests for egg cases and issue the AA-2X rating to the applicant. The applicant will then extend the rating, either direct or through a jobber, to a case manufacturer who will place the order in his production schedule.

Because of the shortage of veneer used in the manufacture of wooden egg cases, fiber cases must satisfy approximately 80 percent of the demand and will be easier to obtain than the wooden cases. The number of cases ordered by a shell egg handler should be a conservative estimate of the quantity needed to permit adequate handling of shell eggs during the period of February 1 to June 30.

An egg handler may be considered as one who orders cases from a jobber, or directly from a case manufacturer, and who buys eggs from producers and markets them in reasonably large quantities.

It is extremely important for shell egg handlers needing cases to file their applications immediately. The information contained in this memorandum should be made available to all county committeemen.







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January <sup>31</sup>, 1944

SPECIAL SERVICES MEMORANDUM-37

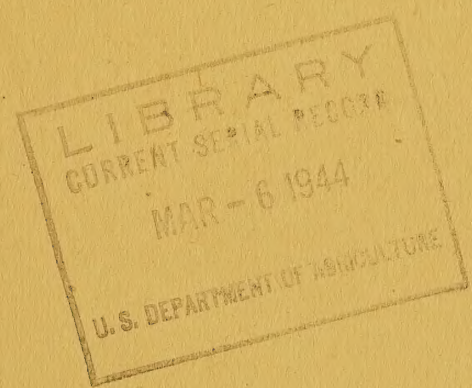
Construction-35

SUBJECT: Copper Wire

During the fourth quarter of this year the total allocation of copper for the United States for agricultural use was 1,450,000 pounds. Of this amount, 1,389,503 pounds of copper was issued, leaving an unissued balance of 60,497 pounds of copper--or 4.2 percent of the total quota for the United States.

In order that the first quarter copper allotment may be utilized to the fullest possible extent, we are urging each State Committee to examine its respective quotas and requirements and return any surplus quota to this office. If the State Committee believes its quota is too small, requests for additional allotments should be made so that adjustments can be made where justified. All returns and requests for additional allotments should be received by this office before the end of February.

For your information, we are attaching a summarization of the distribution of copper wire during the fourth quarter.









## FOURTH QUARTER SUMMARY OF COPPER WIRE DISTRIBUTED

## BY AA COMMITTEES

State	Quota (pounds)	Total Issued (Pounds)	Amount Unissued	
			Pounds	Percent
<u>Northeast Region</u>				
Connecticut	3,000	2,427	573	19.1
Maine	3,850	3,786	64	1.7
Massachusetts	3,000	2,671	329	11.0
New Hampshire	2,000	1,638	362	18.1
New Jersey	4,000	3,355	645	16.1
New York	101,000	94,241	6,759	6.7
Pennsylvania	79,000	61,092	17,908	22.7
Rhode Island	550	168	382	69.4
Vermont	8,600	8,533	67	.8
Total N. E. Region	205,000	177,911	27,089	13.2
<u>East Central Region</u>				
Delaware	7,500	3,800	3,700	49.3
Kentucky	22,500	16,859	5,641	25.1
Maryland	14,000	10,951	3,049	21.8
North Carolina	12,500	9,815	2,685	21.4
Tennessee	14,500	7,643	6,857	47.3
Virginia	25,000	19,277	5,723	22.9
West Virginia	4,500	4,020	480	10.6
Total East Central	100,500	72,365	28,135	28.0
<u>Southern Region</u>				
Alabama	5,000	2,100	2,900	58.0
Arkansas	8,000	5,469	2,531	31.6
Florida	5,000	1,974	3,026	60.5
Georgia	8,300	4,606	3,694	44.5
Louisiana	5,500	2,491	3,009	54.6
Mississippi	7,000	3,645	3,355	47.9
Oklahoma	35,000	29,869	5,131	14.6
South Carolina	2,000	1,272	728	36.4
Texas	45,000	32,685	12,315	27.4
Total Southern Region	120,800	84,111	36,689	30.4
<u>North Central Region</u>				
Illinois	95,000	85,078	9,922	10.4
Indiana	98,000	97,073	927	9
Iowa	168,000	165,425	2,575	1.5
Michigan	50,000	49,974	26	1
Minnesota	166,000	159,235	6,765	4.1
Missouri	57,900	51,689	6,211	10.7
Nebraska	75,000	74,604	396	.5
Ohio	72,000	72,000	--	0
South Dakota	15,500	14,133	1,367	8.8
Wisconsin	155,000	151,672	3,328	2.1
Total North Central	952,400	920,883	31,517	3.3



State	Quota (Pounds)	Total Issued (Pounds)	Amount Unissued Pounds	Percent
<u>Western Region</u>				
Arizona	1,500	538	962	64.2
California	25,000	16,822	8,178	32.7
Colorado	22,000	15,340	6,660	30.3
Idaho	6,500	6,397	103	1.6
Kansas	30,000	25,557	4,443	14.8
Montana	4,500	4,270	230	5.1
Nevada	3,000	2,083	917	30.6
New Mexico	2,000	1,373	627	31.3
North Dakota	28,000	27,717	283	1.0
Oregon	11,900	11,393	507	4.3
Utah	3,000	2,643	357	10.9
Washington	18,500	17,748	752	4.1
Wyoming	2,500	2,352	148	5.9
Total Western Region	158,400	134,233	24,167	15.2
Total Allotments to States	1,537,100	1,389,503	147,597	9.5
Over Allotments to States*	87,100		87,100	
Total WFA Allotment	1,450,000	1,389,503	60,497	4.2

\*Total allotment made to States exceeded WFB's allotment to WFA by 6% or 87,100 pounds.